

Reporting Concise Notes

Presented by:

Mitch Hembree





Topics

- 1 Introduction to concise note reports.
 - Describe the purpose of a concise note report.
 - Introduce the DOE/NRC Form 740M: Concise Note Report.
- 2 Process for completing concise note reports.
 - Describe the different types of codes used on a concise note report.
 - Explain the process for preparing and submitting a concise note report.

3 Demonstration of concise note reports.

Demonstrate examples of preparing concise note reports.





Introduction to concise note reports.



Concise Note DOE/NRC Form 740M

- A concise note is reported to NMMSS when a facility desires to provide additional explanatory information.
- DOE/NRC Form 740M is used to submit this information to NMMSS.
- A concise note may be attached to the following NMMSS reports:
 - Nuclear material transaction reports (DOE/NRC Form 741)
 - Material balance reports (DOE/NRC Form 742)
 - Physical inventory listing (DOE/NRC Form 742C)
- Facilities may also submit standalone concise notes to NMMSS. This type of concise note will be attached to a one-party nuclear material transaction report (DOE/NRC Form 741) but will not be associated with transaction detail information.





When should a concise note be reported to NMMSS?

- Facilities selected under the U.S. IAEA Safeguards Agreement or Protocol are required to submit Concise Notes to accompany submission of transaction, material balance and physical inventory data, as appropriate, for conveying explanatory information to the IAEA.
- Facilities engaged in the import and/or export of nuclear materials that for any reason cannot use the same batch name as the shipper or if the shipper fails to supply a batch name, the importer should supply their own batch names and attach a concise note to that effect.





When should a concise note be reported to NMMSS? (continued)

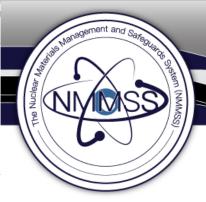
- If the shipper fails to supply its IAEA facility code or the IAEA MT code, a Concise Note should be prepared stating that the data was not supplied.
- Facility attachments or transitional facility attachments for selected facilities may specify circumstances under which concise notes are required to be submitted to the IAEA accompanying other reports.
 - Such concise notes are used to convey to the foreign state the required data items associated with reported accounting data.





DOE/NRC Form 740M: **Concise Note Report**

	DOE/NRC FORM 740M (04-2018) U. S. DEPARTMENT OF ENERGY AND U. S. DEPARTMENT OF ENERGY AND U. S. NUCLEAR REGULATORY COMMISSION AUTHORIZED BY 100 FFR 30, 40, 90, 70, 72, 74, 75, 150 Public Laws 39-703, 93-438, 95-91 CONCISE NOTE APPROVED BY OMB: NO. 3150-0057 Estimated butters per response to comply with this manifolity, collection request Westington, Do: 2055-0001, or by e-mail to infocolects.Resource@mc.go NEOB-102CC, (1550-0073, OTHIC or Management and Study, Westington, Do: average with the control of the	information Services Brench (T-2 F43), U.S. Nuclear Regulatory Common, and to the Desk Officer, Office of information and Regulatory C 20503. If a means used to impose an information collection does not
	1. Name 2. Attachment To: 3. RIS 3. RIS 5. DOE/NRC 742 C. DOE/NRC	4. Reporting Period (MM/DD/YYY From Date To Date
Header 1	Street Address	F. AC
	7A. Line No. Reference 7C. Text of Concise Note	
Detail 2		
Signature and Date Block		
Date Block	To the best of my knowledge and belief, the information given above and in any attached schedules is true, complete, and correct.	10. Date
	8. Signature (See Instructions [NUREG/BR-0006] for provisions regarding confidentiality). 9, Title	



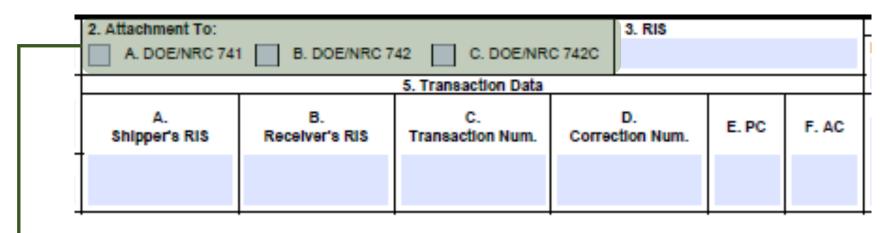
Process for completing concise note reports.





Codes that associate concise note with a NMMSS Form

When reporting a concise note report, the concise note must be associated with another NMMSS form. The following codes provide this determination.



ATTACHMENT TO

 Place an X in the appropriate box to indicate that this explanatory information will be attached to DOE/NRC Form 741.

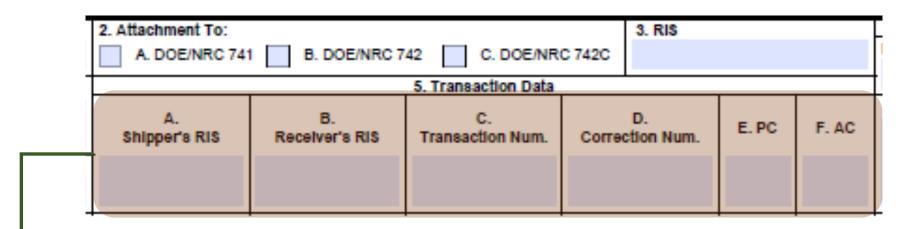


- When attaching the Concise Note to DOE/NRC Form 742 or 742C, enter the number 1 for the first Concise Note attached to the particular DOE/NRC Form 742 or 742C.
 - When issuing an additional Concise Note for a particular DOE/NRC Form 742 or 742C, enter the next sequential number (2–9) of the Concise Note.



Codes that associate concise note with a NMMSS Form (continued)

When reporting a concise note report, the concise note must be associated with another NMMSS form. The following codes provide this determination.



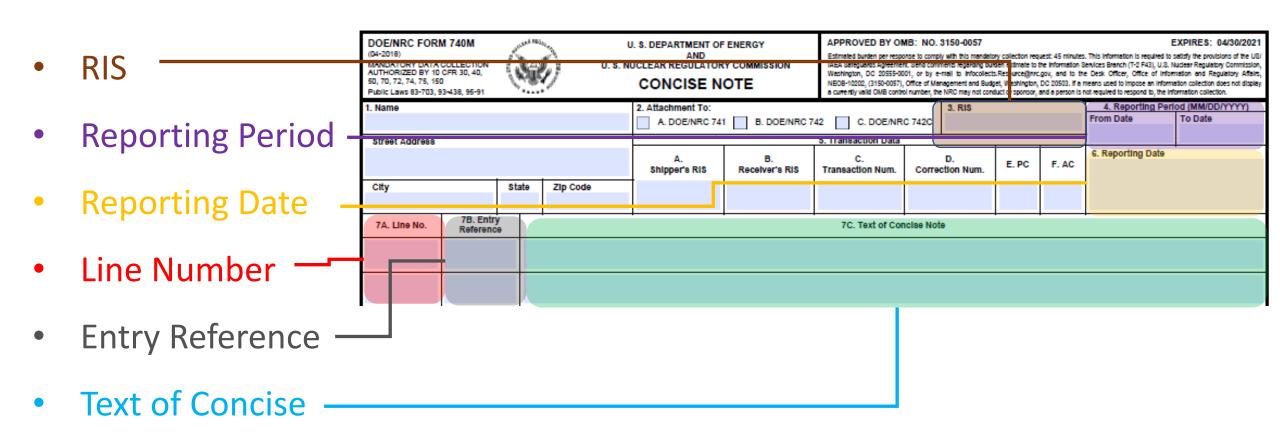
Shipper's RIS, Receiver's RIS, Transaction Number, Correction Number, Process Code, and Action Code

- Populate these 6 codes if the concise note is associated with a DOE/NRC Form 741.
- All entries in this block must be identical to those on DOE/NRC Form 741.





Concise Note Codes



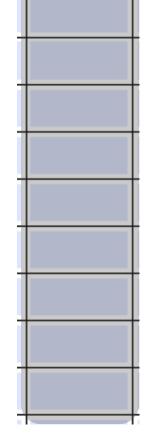




Entry reference code reporting requirements

ENTRY REFERENCE

- If the explanatory information entered on this line of the DOE/NRC Form 740M applies to the entire DOE/NRC Form 741, 742, or 742C, enter WHOLE REPORT.
- If the explanation applies to the data on a specific batch on a DOE/NRC Form 741 or DOE/NRC Form 742C, copy the batch name exactly as it appears on the DOE/NRC Form 741 or DOE/NRC Form 742C.
- If the explanation applies to a specific material balance category on a DOE/NRC Form 742, enter the two-digit number of the material balance category.
- If the explanation applies to material balance categories 11, 30, 42, 43, or 51, enter the RIS shown on the relevant line of DOE/NRC Form 742.
- If the explanation applies to categories 22 or 71, enter the two-character ICT as shown on the relevant line of DOE/NRC Form 742.
- If the DOE/NRC Form 740M action code is M, enter GENERAL.

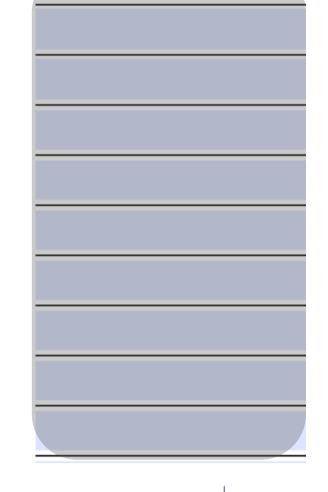


7B. Entry Reference

Text of concise note code reporting requirements

TEXT OF CONCISE NOTE

- Enter up to 60 letters, numbers, or special characters per line.
- Up to 99 lines of text may be used for any one explanation.



7C. Text of Concise Note





Demonstration of concise note reports.







NRC facility (XDD) made its shipment #1 to a Canadian facility (RDAD) on **May 30**, **2020**. The shipment has non-government-owned material being transferred to RDAD. There is one container (Batch 1) of material being shipped which contains 2 types of reportable nuclear material (i.e., 2 lines of detail on the DOE/NRC Form 741). Note that XDD also wants to associate a concise note with this shipment. Below is the shipper's DOE/NRC Form 741.

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NOTE: The foreign receipt is not reported to NMMSS by either the U.S. facility or the foreign facility.





Since XDD indicated the intent to include a concise note with this shipment, **enter the shipper's DOE/NRC Form 740M (concise note).** Note that this concise note is applicable to the whole report (i.e., all lines of the associated DOE/NRC Form 741).

Concise Note

Concise Note:

Line 1: The submission is safeguards

Line 2: information and should be handled

Line 3: in accordance with 10 CFR 73.21,

Line 4: Protection of Safeguards Information

Line 5: Performance Requirements







Enter the shipper's DOE/NRC Form 740M (concise note).

Concise Note

DOE/NRC FOI (04-2018) MANDATORY DAT: AUTHORIZED BY 1 Public Laws 83-703	A COLLECTION 10 CFR 30, 40, 50, 70, 72	., 74, 75, 150,	u.s	AI NUCLEAR REGU	ENT OF ENERGY ND LATORY COMMIS	SSION	APPR Estimate informat regardir Commis Office c Budget, currently	APPROVED BY OMB: NO. 3150-0057 Estimated burden per response to comply with this mandatory collection request: 45 minutes. This information is required to satisfy the provisions of the US/IAEA Safeguards Agreement. Send comments regarding burden estimate to the Information Services Branch (T-2 F43), U.S. Nuclear Regulatory Commission, Washington, DC 20555-0001, or by e-mail to infocollects@nrc.gov, and to the Desk Officer Office of Information and Regulatory Affairs, NEOB-10202, (3150-0057), Office of Management and Budget, Washington, DC 20503. If a means used to impose an information collection does not display a currently valid OMB control number, the NRC may not conduct or sponsor, and a person is not required to respond to, the information collection.							
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CITY STATE ZIP CODE				XDD	RDAD	1		A	A	05/30/2020					
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4		PROTECTION OF SAFEFGUARDS INFORMATION:													
5		PERFOR	RMANCE REQU	IREMENT											

Developed by: Links

Shipper's RIS, Receiver's RIS, Transaction Number, Correction Number, Process Code, Action Code





Line Number, Entry Reference, Text of Concise Note







NRC facility (YYY) wishes to issue a one-party transaction report (transaction number 796) for the sole purpose of reporting a concise note as of January 5, 2020. Below is the NRC facility's one-party DOE/NRC Form 741.

Concise Note

										APPROVED BY OMB: NO. 3150-0003 Estimated burden per response to comply with this mandatory collection request: 1 hour and 15 minutes. This information is required for IAEA accounting reports that show changes in inventory of nuclear materials Send comments regarding burden estimate to the Information Services Branch (T-2 F43), U.S. Nuclear Regulator Commission, Washington, DC 20555-0001, or by e-mail to infocollects@nrc.gov, and to the Desk Officer, Office of Information and Regulatory Affairs, NEOB-10202, (3150-0003), Office of Management and Budget, Washington, DC 20503. If a means used to impose an information collection does not display a currently valid OMB control number the NRC may not conduct or sponsor, and a person is not required to respond to, the information collection.								es. This aterials. egulatory Office of ton, DC number							
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8																									





Since YYY indicated the intent to include a concise note with this shipment, **enter** the shipper's DOE/NRC Form 740M (concise note). Note that this concise note is applicable as a General concise note for the facility (i.e., not specific to a DOE/NRC Form 741 detail line).

Concise Note

Concise Note:

Line 1: Annual physical inventory to begin on March 10, 2020.







Enter the shipper's DOE/NRC Form 740M (concise note).

Concise Note

DOE/NRC FOI (04-2018) MANDATORY DAT AUTHORIZED BY Public Laws 83-703	A COLLECTION 10 CFR 30, 40, 50, 70, 7:	2, 74, 75, 150,	u.s			SION	Estimati informat regardir Commis Office o Budget, currently	APPROVED BY OMB: NO. 3150-0057 Estimated burden per response to comply with this mandatory collection request: 45 minutes. This information is required to satisfy the provisions of the US/IAEA Safeguards Agreement. Send comments regarding burden estimate to the Information Services Branch (T-2 F43), U.S. Nuclear Regulatory Commission, Washington, DC 20555-0001, or by e-mail to infocollects@nrc.gov, and to the Desk Officer, Office of Information and Regulatory Affairs, NEOB-10202, (3150-0057), Office of Management and Budget, Washington, DC 20503. If a means used to impose an information collection does not display a currently valid OMB control number, the NRC may not conduct or sponsor, and a person is not required to respond to, the information collection.						
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7A. LINE NO.	7B. ENTRY REFERENCE					7C. TEXT OF	CONCISE NOT	E						
1	GENERAL	ANNUA	L PHYSICAL IN	VENTORY TO	D BEGIN ON	MARCH 10,	2020.							



Shipper's RIS, Receiver's RIS, Transaction Number, Correction Number, Process Code, Action Code





Line Number, Entry Reference, Text of Concise Note





Summary

1 Introduction to concise note reports.

Process for completing concise note reports.

3 Demonstration of concise note reports.





Questions

Name	Phone	Email Address					
Elaine Beacom	(301) 903-1328	Elaine.Beacom@nnsa.doe.gov					
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Marcos Crabtree	(301) 903-6240	Marcos.Crabtree@nnsa.doe.gov					
Mitch Hembree	(301) 903-6299	Mitch.Hembree@nnsa.doe.gov					
Donna Hutchinson	(301) 903-2226	Donna.Hutchinson@nnsa.doe.gov					
Genevieve Weaver	(301) 903-6860	Genevieve.weaver@nnsa.doe.gov					
Alex Zeigler	(301) 903-0236	Alexandra.Zeigler@nnsa.doe.gov					

Contact NMMSS for any assistance with concise notes that you may need.

Email: NMMSS@nnsa.doe.gov